

Employee Master File

Data Dictionary

EMPL-OBJ-AGCY-OBJ-GROUP

ADABASE created field that contains the Object and Agency Object codes for various types of pay and benefits. It has the Object Detail Regular Time, Agency Object Regular Time, Agency Object Overtime, Agency Object Shift Differential, Agency Object Shift Differential Overtime, Agency Object SCO Statistics and Staff Benefit Object Detail.

EMPL-LABOR-IND-GROUP

Adabas created field that contains the labor distribution indicators. It includes the Timesheet Required, Employee Type, Work Week Group, Payroll Rate, CTO Reserve, Labor Distribution Method, Staff Benefit Distribution Method, Overtime Code, Average Rate, and Object Summary Indicators.

CREATE-DATE8

Date a record was established. In MMDDYYYY format. Currently used in the General Ledger File, Operating File, OS file/record, Subsidiary File, Cash Control File, Cash Control Shadow File, Document File, Allotment File, Warrant Write File and the WWP record.

LAST-UPDT-DATE8

Most recent date that the record had a transaction posted to it. This can be either an accounting transaction for financial files or Table Maintenance transaction for Tables. Date is in MMDDYYYY format. Currently used in the General Ledger, Operating, Subsidiary, Allotment, AL Shadow, Appropriation, AP Shadow, Document, DF Shadow, PTM, ALR, APR, DFR, GLR, GPR, OPR, SFR, Employee Master, Labor Control, Appropriation Symbol, Cost Allocation, Descriptor, Index Code, Organization Control, Program Cost Account, Project Control, PT, Transaction Decision Code, Timesheet, Grant Project, GP Shadow, Cash Control, CC Shadow, Vendor Edit, RRC, Year End Adjusting, GLP, OPP, SFP, Vendor Payment, VP Shadow, VPP, Reportable Payment, and RPP Files.

AUTH-NBR

Specifies the authorization number for the position. Currently used in the Employee Master Table and its maintenance record.

WWG

Code for the Work Week Group assigned to the employee or group. Currently used in the Employee Master EF Maintenance Files.

MM-RATE

The monthly salary rate for the employee. Currently used in the Employee Master File.

CIVIL-SERVICE-CLASS

Civil Service classification code for the employee. Currently used in the Employee Master File and its maintenance record.

TITLE-CIVIL-SERVICE

Civil Service Classification title for the employee or group. Currently used in the Employee Master and EF Shadow Files.

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HOME-BASE-GROUP1

ADABAS grouping of fields that specify the distribution of payroll information for the employee or group of employees. This field contains the first set of ten possible distributions. The items in this group are the percentage of time and pay, Index Code, PCA number, PCA Activity code, Project number, Work Phase, Location, and Multipurpose code to be charged in the first distribution.

HOME-BASE-GROUP2

ADABAS grouping of fields that specify the distribution of payroll information for the employee or group of employees. This field contains the second set of ten possible distributions. The items in this group are the percentage of time and pay, Index Code, PCA number, PCA Activity code, Project number, Work Phase, Location, and Multipurpose code to be charged in the second distribution.

HOME-BASE-GROUP3

ADABAS grouping of fields that specify the distribution of payroll information for the employee or group of employees. This field contains the third set of ten possible distributions. The items in this group are the percentage of time and pay, Index Code, PCA number, PCA Activity code, Project number, Work Phase, Location, and Multipurpose code to be charged in the third distribution.

HOME-BASE-GROUP4

ADABAS grouping of fields that specify the distribution of payroll information for the employee or group of employees. This field contains the fourth set of ten possible distributions. The items in this group are the percentage of time and pay, Index Code, PCA number, PCA Activity code, Project number, Work Phase, Location, and Multipurpose code to be charged in the fourth distribution.

HOME-BASE-GROUP5

ADABAS grouping of fields that specify the distribution of payroll information for the employee or group of employees. This field contains the fifth set of ten possible distributions. The items in this group are the percentage of time and pay, Index Code, PCA number, PCA Activity code, Project number, Work Phase, Location, and Multipurpose code to be charged in the fifth distribution.

HOME-BASE-GROUP6

ADABAS grouping of fields that specify the distribution of payroll information for the employee or group of employees. This field contains the sixth set of ten possible distributions. The items in this group are the percentage of time and pay, Index Code, PCA number, PCA Activity code, Project number, Work Phase, Location, and Multipurpose code to be charged in the sixth distribution.

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HOME-BASE-GROUP7

ADABAS grouping of fields that specify the distribution of payroll information for the employee or group of employees. This field contains the seventh set of ten possible distributions. The items in this group are the percentage of time and pay, Index Code, PCA number, PCA Activity code, Project number, Work Phase, Location, and Multipurpose code to be charged in the seventh distribution.

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HOME-BASE-GROUP8

ADABAS grouping of fields that specify the distribution of payroll information for the employee or group of employees. This field contains the eighth set of ten possible distributions. The items in this group are the percentage of time and pay, Index Code, PCA number, PCA Activity code, Project number, Work Phase, Location, and Multipurpose code to be charged in the eighth distribution.

HOME-BASE-GROUP9

ADABAS grouping of fields that specify the distribution of payroll information for the employee or group of employees. This field contains the ninth set of ten possible distributions. The items in this group are the percentage of time and pay, Index Code, PCA number, PCA Activity code, Project number, Work Phase, Location, and Multipurpose code to be charged in the ninth distribution.

HOME-BASE-GROUP10

ADABAS grouping of fields that specify the distribution of payroll information for the employee or group of employees. This field contains the tenth set of ten possible distributions. The items in this group are the percentage of time and pay, Index Code, PCA number, PCA Activity code, Project number, Work Phase, Location, and Multipurpose code to be charged in the tenth distribution.

SUPL-VAR-GROUP

ADABAS Filed that contains the codes to use in recording the supplemental variance pay. The codes are the Supplemental Index Code, Supplemental PCA, Variance Index Code and Variance PCA.

CTO-RESERVE-GROUP

Contains the percent to apply, Index and PCA codes to use when CTO reserve accounting is being done. Currently used in the Employee Master File, Labor Control Table and their maintenance records.

OASDI-GROUP

ADABAS field containing indicators and codes for recording OASDI for employees in the payroll process. The group contains indicators that specify if OASDI applies to the following types of pay or not: regular, overtime, shift differential, and/or shift differential overtime. The group also contains codes to be used when the OASDI variance account is used: percentage rate to apply, Index, PCA, Object Detail and Agency Object codes to use.

RETIRE-GROUP

ADABAS field containing indicators and codes for recording Retirement for employees in the payroll process. The group contains indicators that specify if health insurance applies to the following types of pay or not: regular, overtime, shift differential, and/or shift differential overtime. The group also contains codes to be used when the Retirement variance account is used: percentage rate to apply, Index, PCA, Object Detail and Agency Object codes to use.

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HEALTH-GROUP

ADABAS field containing indicators and codes for recording health insurance for employees in the payroll process. The group contains indicators that specify if health insurance applies to the following types of pay or not: regular, overtime, shift differential, and/or shift differential overtime. The group also contains codes to be used when the health variance account is used: percentage rate to apply, Index, PCA, Object Detail and Agency Object codes to use.

DENTL-GROUP

ADABAS field containing indicators and codes for recording dental insurance for employees in the payroll process. The group contains indicators that specify if dental insurance applies to the following types of pay or not: regular, overtime, shift differential, and/or shift differential overtime. The group also contains codes to be used when the dental variance account is used: percentage rate to apply, Index, PCA, Object Detail and Agency Object codes to use.

LIFE-GROUP

ADABAS field containing indicators and codes for recording management life insurance for employees in the payroll process. The group contains indicators that specify if mgt life insurance applies to the following types of pay or not: regular, overtime, shift differential, and/or shift differential overtime. The group also contains codes to be used when the mgt life variance account is used: percentage rate to apply, Index, PCA, Object Detail and Agency Object codes to use.

VISN-GROUP

ADABAS field containing indicators and codes for recording vision insurance for employees in the payroll process. The group contains indicators that specify if vision insurance applies to the following types of pay or not: regular, overtime, shift differential, and/or shift differential overtime. The group also contains codes to be used when the vision variance account is used: percentage rate to apply, Index, PCA, Object Detail and Agency Object codes to use.

MEDIC-GROUP

ADABAS field containing indicators and codes for recording Medicare insurance for employees in the payroll process. The group contains indicators that specify if Medicare insurance applies to the following types of pay or not: regular, overtime, shift differential, and/or shift differential overtime. The group also contains codes to be used when the Medicare variance account is used: percentage rate to apply, Index, PCA, Object Detail and Agency Object codes to use.

OTHR-GROUP

ADABAS field containing indicators and codes for recording other costs for employees in the payroll process. The group contains indicators that specify if other costs apply to the following types of pay or not: regular, overtime, shift differential, and/or shift differential overtime. The group also contains codes to be used when the other cost variance account is used: percentage rate to apply, Index, PCA, Object Detail and Agency Object codes to use.

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ORG

Identifies the Agency that the record belongs to. The code comes from the Uniform Codes Manual and is used to identify an Organization within the system. Currently used in all the CALSTARS Files and Tables.

FFY

Funding Fiscal Year which identifies when the appropriation becomes available for expenditure. Currently used in the PE, PT, PTM, AI, AIM, Allotment, ALG, ALR, Allotment Shadow, Appropriation, APR, Appropriation Shadow, BD, BDM, Cost Allocation, CA Maintenance, Document, DFR, Document Shadow, Descriptor Tables (D45, D53, D55, D88 & D89), Employee Master File, EF Maintenance, Error, FSM, GLR, GPR, History, Index Code, IC Maintenance, IN, IT, Labor Control, LC Maintenance, Organization Control Table, OC Maintenance, Operating File, OPE, OPP, OPR, Program Cost Account, PA Maintenance, Project Control Maintenance, SFR, Year End Adjusting, Reportable Payment, RPP, Warrant Write and WWP Files.

INDEX

Code representing the lowest level of organizational structure in a department/organization. This code looks up the organizational hierarchal structure.

?? Is this to be separate field from Index???

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